
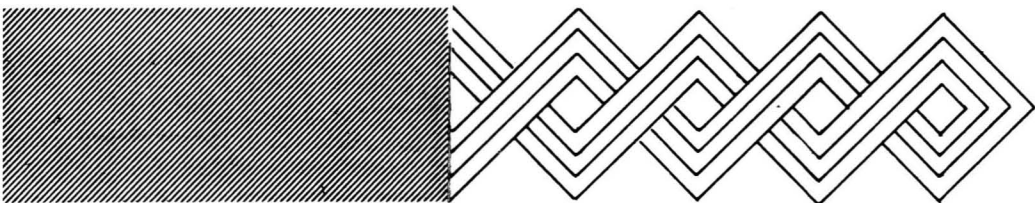


SLICK
TRICKS
in

House Cleaning



Cooperative Extension Work in Agriculture and Home Economics
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United States Department of Agriculture Cooperating
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Distributed in Furtherance of the Acts of Congress of May 8 and June 30, 1914
HOME ECONOMICS CIRCULAR 328—OCTOBER 1962



SLICK TRICKS IN HOUSE CLEANING

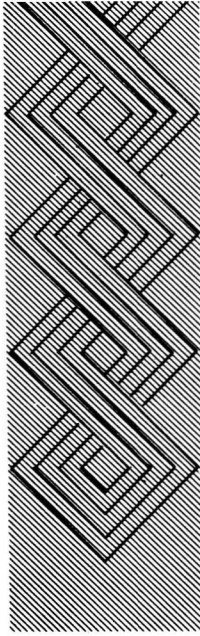
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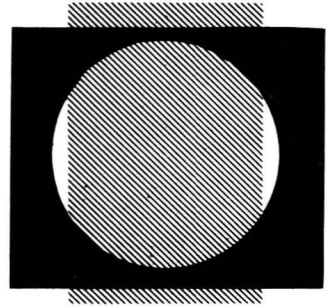
House cleaning need not be the difficult task that many homemakers make it. In nearly every home, some part of each day is given over to cleaning. The complete upheaval to do spring and fall house cleaning is a thing of the past.

House cleaning will be easier if you . . .

- Select furnishings that are easy to clean.
- Keep dirt out of the house by cleaning walks, steps, and lanai regularly.
- Screen all doors and windows.
- Minimize dust-collecting items, such as unnecessary articles of furniture and bric-a-brac.
- Remove dirt frequently and systematically, taking dirt away and not scattering it to settle again.
- Do heavy cleaning a little at a time.
- Have a supply of good cleaning tools.
- Keep cleaning tools in good order in a convenient place.
- Get all members of the family to take part in cleaning, and each person to take care of personal possessions.



TWO



Plan Your Work and Work Your Plan

The business of managing a home involves many jobs, and a homemaker's daily routine consists of a number of loosely related activities. In most homes the homemaker must be both manager and worker. To make for greater efficiency in house cleaning, follow short cuts and hints to save time and energy. Four important points in organizing your cleaning project are:

- Plan the work for efficiency.
- Know the proper kinds of cleaners for different surfaces.
- Have cleaning material available when needed.
- Follow the cleaning plan.

Efficient homemakers find it easier to clean one room thoroughly each week, as part of the weekly house cleaning. In this way, washing windows, cleaning floors, and other time-consuming jobs are spread throughout the year rather than concentrated in a twice-a-year siege, which frays the nerves and energies of the entire household. It is much easier to wash 2 or 3 pairs of curtains each week than to wash 15 to 20 pairs at one time.

**Schedule
Your Cleaning**

Daily Cleaning

Kitchen

- Wash sink and drain after each dishwashing.
- Wipe work surfaces, range-top.
- Wipe finger smudges on cupboards, drawers.
- Empty garbage.
- Sweep.

Bathroom

- Wash porcelain and polish metal fixtures.
- Wash tub after each bath. (Each one can do this.)

Bedroom

(Each one should take care of his own bedroom.)

- General straightening.
- Hang clothes.
- Make beds.

Living Room

- General straightening.
- Wash ashtrays.
- Discard newspapers.
- Vacuum, as needed.

Weekly Cleaning

(When doing weekly cleaning jobs, follow a routine which avoids back-tracking. The order of cleaning is determined by the layout of the house. Keep cleaning tools and cleaning agents in a convenient place.)

- Fluff cushions and pillows.
- Change bed linens.
- Shake or vacuum small rugs.
- Dust thoroughly with vacuum.
- Remove fingerprints on doors, walls.
- Vacuum or dry-mop floor.
- Mop bathroom, kitchen, and other bare floors.
- Clean refrigerator.
- Empty garbage.
- Clean range.

When-Needed Cleaning

(The when-needed cleaning jobs can fit into weekly cleaning days but need not be done every week. Some jobs should be set up to fit into cleaning days but not all scheduled at one time.)

- Clean cupboards, drawers, and closets.
- Clean China, linen, and food cupboards.
- Reorganize or clean clothes closets and drawers.
- Vacuum upholstered furniture.
- Vacuum lamp shades.
- Launder or clean slipcovers.
- Clean windows and mirrors.
- Clean curtains and draperies.



Tips On Kitchen Care

The most important thing to remember about kitchen care is that you save time by wiping up every spill or spatter when it occurs. Always keep a sponge handy for this. How often you will have to clean kitchen furnishings and equipment varies, depending largely on the sort, use, and make of the furnishings and equipment.

Cleaning the Range

You can clean the burners of your gas range by boiling them in a hot soda solution, $\frac{1}{2}$ to 1 cup of soda in a pan filled with water. Scrub stubborn spots and pierce clogged holes with wire. You may clean rims of electric surface units with mild powder and steel wool. The drip pan may be covered with aluminum foil, to save much cleaning.

The oven may be cleaned by applying household ammonia to all inside surfaces. Let stand overnight with oven door closed; then scrub with steel wool or sponge with a mild powder. A cleaner more powerful than ammonia is effective but dangerous, unless used with care. Directions for applying these strong cleaners are very easy to follow. These may also be used on oven racks. Take racks out in the yard and hose off the cleaner.

Cleaning the Refrigerator

When you defrost your refrigerator is a good time to do an all-out job of cleaning. After the frost has melted, empty the drip tray, take out the food, and remove the shelves. For cleaning the inside, dissolve 1 teaspoon of baking soda in a quart of warm water. Wash both the inside and outside of the cooling unit. Then go over the same surface with clear water. Wipe dry. Clean every part of the inside of the refrigerator in the same thorough way. Use soap and water to wash shelves, drip pan, ice trays, and vegetable crispers. Rinse and wipe dry. Remember three simple steps in cleaning:

WASH, RINSE, DRY.

After cleaning the refrigerator, turn the control back to normal setting. Return ice trays, vegetable crisper, and food to the refrigerator.

Drain pipe and trap need special attention. Remember it is always well to follow manufacturer's directions. Clean them thoroughly every few weeks. Take them out if removable. Once a week, flush out the drain with a pint of warm water mixed with a tablespoon of soda.

Keep the outside of the refrigerator spic and span. Mild soap suds will clean the outside of a refrigerator. Wax with white kitchen wax. The wax polish cleans the surface and leaves a protective coating over the enamel.

Cleaning the Home Freezer

It is suggested that your home freezer be defrosted before there is more than $\frac{1}{2}$ inch of frost over a large area of the freezer. Ordinarily, defrosting once or twice a year is enough. If possible, defrost when the quantity of food in the freezer is relatively low.

A deposit of frost may be removed while the freezer is in operation. Special tools, a broad spatula, or a putty knife may be used. Catch the frost on papers and cardboards as it is scraped from walls, or collect it from the bottom of the freezer with a dustpan and whisk broom.

If the freezer needs a complete cleaning job, follow the same procedure as for cleaning a refrigerator. Remove all food from the

freezer. Pile the food packages as compactly as possible to reduce the amount of exposed surface and cover them with paper. Cold water can be run over the freezer to hasten melting. Of course, mopping this extra water at the bottom of the freezer adds to the cleaning job. Do not use hot water for this purpose. An electric fan will hasten melting too.

Wash the inside of the freezer with plenty of soap and water. Wash with a solution of soda and lukewarm water, 1 tablespoon of soda to 1 quart of water. Rinse and dry.

Connect the freezer and let it run half an hour or so to bring the temperature down before putting the food back in.

Clean the outside with soap suds or special wax polishes. Polish metal trim with a cloth after washing.



**Tips
On Care of
Living Room and Bedroom**

The home and all its furnishings should be *kept* clean, not *made* clean. They should be kept clean at all times. The actual process of cleaning every room is practically the same. Remove curtains, pictures, and any other decorative object. Brush or vacuum wall and windows. Clean woodwork, furniture, and floors. Put everything back in place. The logical place to begin cleaning is at the top of the room, and to clean one room at a time.

Wall Cleaning

Dust or vacuum the walls, using a long-handled wall brush or the dusting attachment of the vacuum. Use a rinseless-type, liquid wall cleaner. If the wall is very dirty, use a cleaning detergent. Use a sponge, brush, or cloth on water-soluble stains. Carbon tetrachloride may be used on greasy spots. Go over the entire surface with rinseless wall wash, starting at the bottom and working up, but first experiment with the wash, by cleaning a small, inconspicuous area.

Be sure the wall and woodwork finishes are washable before using any water for cleaning. Woodwork may be washed with a rinseless cleaner.

Window Washing

Rinseless cleaner for windows usually comes in a bottle with a spray attachment. To clean window, spray on the cleaner and wipe with lintless cloth in long, smooth, rhythmical motions.

Try washing windows with a kerosene, washing soda, or vinegar solution. Wipe off some of the dirt with a damp cloth or paper. Then wash with one of these mixtures: (1) $\frac{1}{2}$ tablespoon kerosene to 1 quart of warm water or (2) 1 tablespoon vinegar to 1 quart of warm water. Wipe on with long strokes with the left hand, followed by the right hand holding a dry cloth. Remember to wash woodwork and sills first.

Also used for cleaning windows are mild cleaning powders and whiting. Those bought in cake form are easier to handle.

Glass and Mirror Cleaning

In addition to the no-rinse method there is a new dry polisher with Silicone-treated cloth. This cloth not only polishes and dusts in one operation but also leaves a protective film behind it.

Polishing Furniture

The fastest, thorough polishing method is to use non-rubbing wax sprayed right out of the container.

Cleaning Venetian Blinds

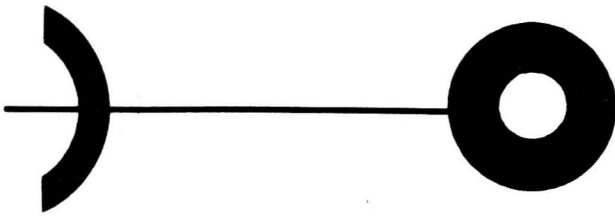
Put Venetian blinds in the bathtub and scrub with brush and detergent. Hang on clothesline to dry.

Cleaning Hardwood Floors

For daily care, use a dry mop on a hardwood floor. Avoid using water. Floors may be cleaned with a commercial cleaner. For a protective coat, paste or liquid wax should be applied. Place wax between two layers of thin cloth and spread sparingly and evenly with the grain of the wood. Let stand about 30 minutes or until surface is dry. Polish first across the grain, then with the grain. Waxing should be repeated when the surface wears, probably every 4 to 6 months. Traffic areas may need waxing more often.

Asphalt and rubber tile should be washed with a mild soap. Protect with a self-polishing wax.

Plastic tile should be washed with detergent. Protect with self-polishing wax.



Tips On Bathroom Care

A great deal of work can be saved in cleaning the bathroom if every one picks up after himself, puts all articles he has used back in place, throws soiled towels in the hamper, and wipes the basin clean.

A separate bathroom cleaning closet is most helpful. Go over the toilet bowl quickly with a long-handled brush. Clean the tub with detergent or cleaning powder. If you use a detergent each time you take a bath, there will be no ring around the tub. Wash basin, using scouring powder; dry.



CLEANING MATERIALS

Materials and methods for doing certain cleaning jobs vary and many pieces of cleaning equipment may be needed. Use those which will accomplish the desired results quickly and easily. Store cleaning equipment and supplies where they are to be used—in the bathroom, kitchen, or hall.

Equipment, as well as methods, affects the cleaning schedule. For example, a twice-a-week cleaning with the vacuum cleaner might take the place of everyday cleaning with a mop or broom.

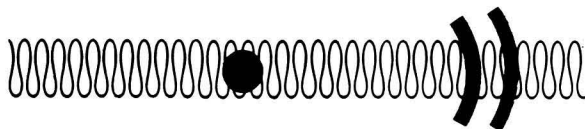
When cleaning, wear comfortable clothes. An apron with large pockets can be another hand for carrying small articles. Wear low-heeled, comfortable shoes.

Useful in cleaning are:

Alcohol (denatured)
Ammonia
Baking soda
Borax
Carbon tetrachloride
Detergents
Upholstery shampoo
Wax

Available at:

Drug or paint stores
Grocery store
Grocery store
Grocery store
Drug store
Grocery store
Department store
Grocery and department stores



Follow Your Cleaning Plan

It is impractical to suggest one definite cleaning plan for every home. So many details enter into daily life and so many interruptions occur to disturb the plan that each homemaker must work out her own cleaning plan. The schedule should be flexible to permit interruptions and still remain a reliable guide.

Habit plays an important part in everyday living. There is an advantage to developing habits. By developing habits and routines for many daily tasks, one is freed from constant attention to details and can use his time and energy for creative activities. On the other hand, habits can seriously hamper the acceptance of new ideas and methods.

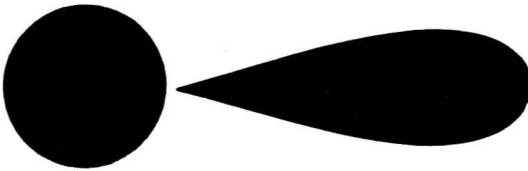
Make your cleaning plan, follow the cleaning plan, but remember to be ever looking for a better, easier way to do the job.

Some Do's and Dont's In House Cleaning

DO

- Have a sturdy step ladder or stool to reach draperies, pictures, and ceilings.
- Take time out to relax and eat a good lunch. Stop for a mid-morning or mid-work cup of coffee. The time spent in renewing your energy will minimize cleaning fatigue.
- List jobs in orderly procedure.
- Keep equipment in good working condition.
- Try to enjoy your work and improve working conditions by having music and enough light.
- Watch for new appliances—major and minor ones.
- Watch for new cleaning appliances and materials.
- Wear comfortable clothes when cleaning.

- Look for ingenious ways of doing the job easier.
- Make your cleaning schedule elastic. A schedule is not a race you have to win everyday.
- Dust and wash walls from the bottom up. If dirty water runs down over the soiled part it leaves streaks that are hard to remove.
- Use long-handled cleaning applicators to eliminate stretching and stooping.



DON'T

- Dismantle more of the house than you can finish at one time.
- Scrub dirty windows with dry cloth. This will scratch panes.
- Use soap on windows. This will streak and smear and be hard to remove.
- Wash wooden floors.
- Use gasoline inside the house.
- Be satisfied with the way "I have always done it."

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